



Idaho
Emergency
Communications
Commission

IDAHO EMERGENCY COMMUNICATIONS COMMISSION

4040 W. Guard St.

BOISE, ID 83705

OFFICIAL MINUTES

A meeting of the Idaho Emergency Communications Commission (ECC) was held on February 7, 2008 in Building 440 on Gowen Field, Boise, Idaho. Chairman Nancolas called the meeting to order at 1:30 p.m. A quorum was not present.

Members Present:

- Garret Nancolas, Mayor, City of Caldwell, Commission Chairman
- Teresa Baker, Ada County Prosecutor's Office
- Clint Berry, Qwest, Boise
- Kevin Quick, Chief, Pocatello Fire Department - via teleconference
- Chris Smith, Idaho Sheriffs Association
- Mitchell Toryanski, Lead Deputy Attorney General and Ex-Officio Member

Members Absent:

- Matt Beebe, Canyon County Commissioner
- Ann Cronin, Special Assistant, Idaho State Police, Commission Secretary
- Dia Gainor, Chief, Idaho Bureau of Emergency Medical Services
- Troy Hagen, Ada County Paramedics
- Jim Lemm, J & R Electronics, INC., Coeur d'Alene

- R. David Moore, Blackfoot Police Chief, Commission Treasurer
- Bill Shawver, Director Homeland Security
- Rich Wills, State Representative, Commission Vice-Chairman

Others Present:

- Gayle Alvarez, Idaho Military Division
- Carmen Boeger, Nampa Police Department - via teleconference
- Bruce Bowler, Madison County Sheriff's Office - via teleconference
- Brad Coughenour, Kootenai County – via teleconference
- Eddie Goldsmith, ECC Project Manager
- Lex Rutter, GEO-COMM
- Dan Spinosa, Bonner County – via teleconference
- Karen Wallen, Idaho Military Division

Approval of Minutes

Chairman Nancolas ask for a review of the minutes and had Gayle read into the record a suggested change to the January 2008 minutes from Cronin. Those in attendance concurred with adding the change to the draft minutes and approving those minutes at the March meeting.

Financial Report

Commissioner Moore was not in attendance, Goldsmith recapped the financial statement.

The amount of expenditures to date is \$32,664; the Year to Date amount of revenue collected is \$64,058.20; the current Cash Balance is \$247,946.

SIEC Update

Dodie Collier was not able to attend but she prepared a brief which was included in the Commissioner's packets.

E911 Program Coordinator Report

Eddie Goldsmith included a detailed report in the Commissioners' packets, the highlights are as follows:

January 8 - I attended a meeting with the Elmore County E9-1-1 Board to go over final preparations for moving into their new 9-1-1 Center and moving from Basic to Enhanced 9-1-1. On January 24, at 3:00 a.m. they made their cut over. By 4:00 a.m. they were receiving test calls and by 7:00 a.m. they were up and running. There was no loss of voice communications or 911 services the entire time. All vendors were present and the process went very smoothly. Of note were the people from QWEST who were very organized and knowledgeable in the processes and requirements. For me this was my fifth implementation of new Enhanced telephone systems and by far the best due entirely to the quality of the QWEST technicians and support staff.

Elmore County will be holding their grand opening of their 911 center tomorrow morning at 10:00 am. Chairman Nancolas will try and attend but the weather will be a determining factor. The address is on the invitation that the County sent out.

January 9 - I participated in a conference call with the NASNA (National Association of State Administrators) website committee to finalize cost of creating a new NASNA website. There was also a conference call concerning the Model State 9-1-1 Plan Project.

January 28 - I received the first quarter report from NASNA's consultant on the Model State 9-1-1 Plan Project. I distributed the plan electronically to everybody and will be happy to answer any questions you may have. I would like to draw your attention to several areas of this report and that would be the commonalities among all the associations' responses, Thoughts about the elements of a state plan and thoughts about the data that should be collected for measuring progress. As you review these you will see a path for more State involvement and reporting requirements the PSAPs will need to provide to the Commission. The next Quarterly report will contain the suggested outline for the plan. As soon as I receive this outline I will forward it to everyone.

The 2008 APCO Western Regional Conference will be held in Albuquerque on or about March 31 – April 2, 2008. Funding is available in the budget to cover the cost of my attendance. They have developed a statewide mapping solution with a statewide fiber optic ring. Each county can control their own mapping. I'd like to see how they do it. I also spoke with Linda Lyons regarding the training and educational opportunities that will be available. She will approach her committee regarding having them send a representative using training funds.

Sub-Committee Reports

Commissioner Baker briefed the Commission on the Legislative sub-committee's actions.

Before turning the time over to Baker, Chairman Nancolas express his thanks and appreciation to her for all of her efforts. She presented the legislation, House Bill 447, to the Legislature and did an incredible job. Some members of the Legislature 'grilled' her extensively but she fielded all of the questions very professionally and appropriately. She represented the Commission very well! Baker also expressed appreciation to the sub-committee and the Sheriff's Association. There were three Association members there, Canyon County Sheriff Chris Smith, Ada County Sheriff Gary Raney and Clark County Sheriff Craig King. They were able to provide real-life situations to what was being discussed. Baker also thanked Valley County Sheriff Patti Bolen and Idaho County Commissioner Jim Rehder. Commissioner Rehder also spoke to the legislators from Idaho County to further explain the situation. Baker also thanked Commissioner's Wills, Moore, Berry, Gainor, Beebe and Chairman Nancolas. Chairman Nancolas was able to further expand on the issues by relaying personal, real-life-Idaho, situations that he has encountered.

The bill cleared by a vote of 14-4. The next hurdles are the House floor and the Senate local government taxation. Baker will keep the Commission updated by e-mail as things progress and forward it to Goldsmith for distribution to the PSAP group. That way, any questions the Legislature has, can quickly be addressed. Anybody else who is interested can also be included in the e-mails. Nancolas stated that he has a very good working relationship with the Senate committee and would be happy to present to them. He also noted that although this is not a 'silver bullet' but it enables a mechanism for future change.

PSAP Standards

Lynda Lyons was unable to attend at the last minutes but gave Goldsmith a handout which was included in the Commissioner's packets.

The four key areas they are concentrating on are:

- 1) Standardized training for entry-level dispatchers
- 2) Creating resources for PSAP Development
- 3) The promotion of Community Education and Awareness of the important role of PSAPs and the 911 dispatcher
- 4) Required POST accreditation for all 911 dispatchers

Their timeline is to have this complete by the latter part of the summer. Lyons plans to attend the next meeting.

New Business

Future Meetings:

- **March 6, 2008** (Gowen Field, Bldg 440, room 276)

Nancolas previously asked for an electronic survey of Commission members on the feasibility of changing the April meeting to the 10th of April. The majority of the Commission responded favorably. Those in attendance concurred with the change and asked Goldsmith to make the necessary arrangements. The April meeting will be:

- **April 10, 2008 (Orofino, ID Best Western)**

Berry has a suggested training topic and will coordinate with Goldsmith. Nancolas also asked that another topic be HB 447; what it means, what the responsibilities for providers will be, how the funds will be administered, the criteria for qualifying for those funds. Baker, Gainor and Goldsmith will coordinate.

Open Comment Period

Nancolas asked if anybody in the galley or attending via teleconference had any questions or comments.

Baker commented about the e-mail recently sent out regarding written minutes, open meeting requirements and audio recordings in lieu of written minutes. She looked into the state code governing open meetings and written minutes are required although they don't have to be as detailed as the E911 minutes have been of late. The bill currently before the Legislature regarding archived actual recordings of minutes is not likely to progress very far as there appears to be strong resistance to it. Toryanski stated that the Idaho Supreme Court recently ruled on open meetings act requirements and defined written minutes as written symbols on paper and not recordings. Recordings are permitted but are not required and do not take the place of written minutes.

Rutter stated that he has approached his company's upper management and they are receptive to providing education assistance at no cost.

There being no further discussion, Nancolas declared the meeting adjourned.

Garret Nancolas
Mayor, of Caldwell, Commission Chairman

Gayle E. Alvarez, Administrative Assistant
Military Division